



CITY OF LONG BEACH
EMPLOYMENT OPPORTUNITY
Case Manager III (Full Time/Unclassified)
Multi-Service Center (MSC)
Community Health Bureau
\$17.011 - \$23.263 per hour
DEPARTMENT OF HEALTH & HUMAN SERVICES

POSITION:

The City of Long Beach Department of Health and Human Services Community Health Bureau is accepting applications for a full time Case Manager III providing case management services out of the Multi-Service Center (MSC). The focus of the position is to conduct intake, assessment and service linkage for individuals and families experiencing homelessness in the City of Long Beach, while utilizing supportive services co-located at the MSC. The MSC is located at 1301 W. 12th Street in the City of Long Beach.



EXAMPLES OF DUTIES:

- Conducts client intake and assessment; evaluates the client's needs and resources.
- Develops and assists in implementing ongoing client service plans.
- Maintains case records and required electronic reporting documentation.
- Pursues new referral contacts within the community.
- Serves as a liaison and advocate for homeless individuals/families.
- Documents client contacts and follow-up activities in the Homeless Management Information System.
- Participates in case conferences and case reviews with colleagues, partnering agencies and other supportive services.
- Facilitates referrals to a variety of agencies.
- Performs other duties as assigned.

QUALIFICATIONS:

- Bachelor's Degree in Social Work/Social Studies or closely related field is required.
- At least one year paid experience providing healthcare case management and/or related services is required. Clinical experience is highly desired.
- Bilingual English/Spanish or Asian/Pacific Islander languages are highly desirable.
- A valid California motor vehicle license.

SUCCESSFUL CANDIDATE WILL DEMONSTRATE:

- Ability to conduct and interpret psycho-social assessments to address the needs of homeless individuals/families.
- Ability to provide counseling, crisis intervention, case management and assessment.
- Ability to demonstrate excellent interpersonal skills and ability to interact with the general public from diverse socio-economic backgrounds.
- Ability to communicate effectively both orally and in writing.
- Knowledge of local resources/public assistance benefits is highly desirable.
- Ability to work in a dynamic fast pace environment.

APPLICATION PROCESS:

This recruitment will remain open until the position is filled. To be considered, please email a letter of interest and resume to the email listed below. Please include "CH-Req HE15-053 Case Manager III MSC" in the email subject line.

LBDHHS-JobApplications@longbeach.gov

Resumes will be reviewed for depth and breadth of experience, and for level and relatedness of education. The most qualified candidates will be invited to participate in further selection procedures. Applicants who do not meet the minimum qualifications will not be considered.

(Req. HE15-053)

The City of Long Beach is an Equal Opportunity Employer. We value and encourage diversity in our workforce.

The City of Long Beach intends to provide reasonable accommodations in accordance with the Americans with Disabilities Act of 1990. If a special accommodation is desired, or if you would like to request this information in an alternative format, please call (562) 570-4009. In support of the City's Language Access Policy, bilingual skills (Spanish, Khmer and/or Tagalog) are desirable for positions interacting with the public.